

**DEPARTMENT OF ENERGY
TECHNICAL QUALIFICATION PROGRAM
CHANGE NOTICE 003**

Affected Qualification Standard: Project Management (Rev.0; May 1995)

Background: A joint off-site conference between the Department of Energy and the Defense Nuclear Facilities Safety Board was held on June 13-14, 1996 which resulted in an Action Plan issued by the Under Secretary on July 29, 1996. Action Item 3 required the re-evaluation of the Project Management Functional Area Qualification Standard. The re-evaluation has resulted in modifications to this Standard's implementation requirements. These modifications have been concurred with by the Management Sponsor, the Office of Field Management, and approved by the Technical Excellence Executive Committee. This Change Notice provides the actions that are required to be taken to implement the modifications to the Project Management Functional Area Qualification Standard.

- Action(s):**
1. Departmental personnel filling project manager positions who **are not** required to participate in the Technical Qualification program by DOE Order 360.1, *Training*, (Chapter 2) shall use the Project Management Functional Area Qualification Standard to qualify. However, these personnel shall not be required to complete any Technical Qualification Program requirements. Managers/Principal Secretarial Officers have the prerogative to determine the level of rigor for which the site qualification process for these project managers is implemented.
 2. Departmental personnel who **are** required by DOE Order 360.1, *Training* (Chapter 2) to participate in the Technical Qualification Program and have identified Project Management as their primary Functional Area, shall be required to complete the Project Management Functional Area Qualification Standard as their primary Standard **and** complete an additional Functional Area Qualification Standard in their area of expertise as a secondary Standard.
 3. Incumbent employees who are Technical Qualification Program participants with Project Management as their Primary Functional Area shall have until May 1999 to complete their qualification requirements.
 4. These changes to the Project Management Qualification Functional Area will be reflected in the next revision of DOE Order 360.1, *Training*.

Approved: _____
Signed January 30, 1997
Thomas W. Evans
Technical Personnel Program Coordinator